

<b>DOD PRINTING REQUISITION/ORDER</b>			CLASSIFICATION <small>(Requisition automatically becomes "UNCL" when detached from classified material.)</small>		FOR PLANT USE				
REQUISITION NO.	DATE OF	REQUESTED DEL'Y	EST. COST	(PLANT JOB NUMBER)					
FOR REFERENCE CONSULT			PHONE	SCHEDULED COMPLETION DATE		ESTIMATED COST			
ACCOUNTING DATA									
FORM/PUBLICATION NO. AND TITLE <small>(In that order)</small>									
QTY. <small>(Specify shts, sets, etc.)</small>		PAGES	QTY. WILL LAST MOS.	JOB TO BE REPRINTED <input type="checkbox"/> YES <input type="checkbox"/> NO		JOB IS <input type="checkbox"/> NEW <input type="checkbox"/> REVISED <input type="checkbox"/> A REPRINT		LAST JOB NO.	
ENCLOSURES <small>(Submit clean, well protected copy)</small> PAGES COPY   NEGA-TIVES			<small>(If other, specify)</small> PLATES		PROOFS <small>(Specify only if necessary)</small> <input type="checkbox"/> NOT REQ'D <b>SEND TO:</b>				
SPECIFICATIONS	FINISHED SIZE <div style="text-align: center;">X</div>		MARGINS <small>(Top)</small> <small>(Left/Bind)</small>		INK <small>(If not black)</small>		GRADE OF PAPER*	WEIGHT*	COLOR*
	FOLD TO <small>(Size)</small> <div style="text-align: center;">X</div>		PRINT <input type="checkbox"/> ONE SIDE <input type="checkbox"/> HEAD TO HEAD <input type="checkbox"/> HEAD TO FOOT <input type="checkbox"/> OTHER <small>(SEE COPY ATTACHED)</small>				1.		
	ASSEMBLE <input type="checkbox"/> IN SETS <input type="checkbox"/> PAGE SEQ.		WIRE STITCH <small>(Staple)</small> Number Stitches: <input type="checkbox"/> UPPER LEFT <input type="checkbox"/> TOP <input type="checkbox"/>		OTHER <small>(Specify)</small>		2.		
	STANDARD PUNCH <small>(Drill)</small> <input type="checkbox"/> 2-HOLE TOP <input type="checkbox"/> 3-HOLE LEFT		OTHER <small>(Diameter)</small> <small>(Ctr. to ctr.)</small> <small>(Location)</small>				3.		
	PERFORATE/SCORE <input type="checkbox"/> SEE COPY		PAD   SHTS   SETS <input type="checkbox"/> TOP <input type="checkbox"/> LEFT <small>(Location)</small>		PRONG FASTENERS <input type="checkbox"/> YES <input type="checkbox"/> NO		4.		
	COMPOSING/PROCESSING <small>(Prepare/alter copy; fotolist; offset; etc.)</small>		WRAP <small>(No. per pkg.)</small>				5.		
							6.		
							7.		
*NOTE: Grades and weight of paper will be in accordance with specifications issued by the Congressional Joint Committee on Printing. No deviations permitted unless justified.							DISPOSITION OF NEGS. _____ ORIG. _____		H-HOLD D-DESTROY R-RETURN
<b>FOR PLANT USE ONLY</b>						<b>SPECIAL INSTRUCTIONS/REMARKS</b>			
NUMBER ORIG.	LINE H.T.					SERIAL NUMBERING, REGISTRATION, ETC.			
IMAGE SIZE <div style="text-align: center;">X</div>									
PRESS	PLATES								IMP
PRESS SHEET SIZE									
TRIM SIZE									
PLANNED BY									
ORDERING OFFICE <small>(If other than delivery address)</small>						DELIVER TO <small>(Complete address)</small>			
LIAISON OFFICE APPROVAL <small>(Signature and date)</small>									
APPROVING OFFICE <small>(Signature and date)</small>									
SEND CONFIRMATION/BILLING COPY TO <small>(Insert complete mailing address)</small>									
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="width: 40%; text-align: center;"> </div> <div style="width: 40%; text-align: center;"> </div> </div>						DISTRIBUTION REQUIRED <input type="checkbox"/> LIST   / <input type="checkbox"/> LABELS   ATTACHED			
						WILL PICK UP - PLEASE NOTIFY: <span style="float: right;"><small>(Ext.)</small></span> <input type="checkbox"/> HOLD			
						MATERIAL RECEIVED <small>(Signature and date)</small>			